4	IND THE	75- 2002/04/47	- CIA PDDD0 04340400	02004400224	15
	LE SEC DISSEM BY APPROVED SON/UNIT NOTIFIED		R E T	REPRODUCTI ISSUING OFF	ILLEGIB ON BY OTHER THA ICE IS PROHIBITED
4 1214	The state of the s		-	STAFF	
ACT	ON UMU" RF. FILE V	And She	<u>z</u>	1	4
25%1	775		1	2 3	5
ACT	ON #	330			
	T 547546 EIA520	PAGE Ø	1	IN 40	5782
111		TOR: 061042	2 NOV 74		· ·
			90 a	~	25X1A6A 25X1
	S E C R E T Ø6Ø9362 NO				7
	CITE 25X1A	.6A			
	TO: DIRECTOR.				
	INK ADMIN PERSONNEL				
	REFS! A.	28 MAR 74			
٠	Ba	11 OCT 74	25X1	1A6A 25)	K1A6C
0EV4	A9A1. WITH THE PROXIM	MATE ARRIVAL IN	OF MISS		25X1A9A
Z3X I.	<u> </u>	• *:	TRUCTION FOR MISS	s	25X1A9A
	WHICH ENVISAGES HER EV		G OVER PART, BUT		20/(1/10/1
	OF THE DUTIES NOW PERF	7	4	LATTER	25X1A9A
					20/(1/(0/(
,	RETURNS HOS PCS IN SUN				
	FORWARDED TO HQS. SIN				25X1A9A
	PERFORM MANY OF THE SE	CRETARIAL FUNC	TIONS FORMERLY CA	ARRIED	
	OUT BY MISS	AND SINCE SHE	DOES NOT HAVE		25X1A9A
	MR. EXTE	NSIVE FINANCIA	L ACCOUNTING EXPE	ERIENCE.	25X1A9A
	STATION PROPOSES HAVE	HER PERFORM ON	LY THOSE FINANCE		
	RESPONSIBILITIES WHICH	ORDINARILY AR	E REQUIRED FOR A	•	
	"CALSS B" STATION. FO	and the second s	and the second of the second o	•	
	RESPONSIBLE TO COS.	*			·
	The second of wew t	*			

2. AS DISCUSSED WITH DIRECTOR OF FINANCE, MR. YALE.

SECRET

Approved For Release 2003/04/17: CIA-RDP80-01240A000300110022-4

SECRET ADVANCE COPY ISSUED/SLOTTER BY AT 2 STAFF
ACTION UNIT RF FILE VR 2 3 6 ACTION UNIT RF FILE VR 2 3 6 ACTION RF FILE VR 2 6 ACTION RF FILE VR 2 6 ACTION UNIT RT 2 6 ACTION UNIT RF FILE VR 2 6 ACTION UNIT REFERED 1 1 ACTION UNIT REFERED 1 ACTION UNIT REFERED 1 ACTI
25X1A6A T 547646 EIA52Ø PAGE Ø2 IN 4Ø6782 TOR:Ø61Ø42Ë NOV 74 25X1A6A DURING HIS RECENT TOPY, WE INTEND TO MODIFY AND ADD TO THE DUTIES ASSIGNED TO MR. WHO, AFTER THE PCS 25X1A6 DEPARTURE OF MR. WILL HAVE TO ASSUME DIRECT 25X1A6 RESPONSIBILITY FOR THE FOLLOWING ADDITIONAL TASKS, WHICH WILL BE REFLECTED IN A MODIFICATION OF MR. 25X1A6 LETTER OF INSTRUCTION AS FOLLOWS: AUDIT ALL STATION FINANCIAL VOUCHERS, POST AND MAINTAIN "CLASS A" SET OF FINANCIAL RECORDS, PREPARE BUDGET, COMPUTE ALLOTMENTS 25X1A1E AND PREPARE FINANCIAL REPORTS, COMPUTE ALLOWANCES AND PREPARE REPRESENTATION REPORT. 3. IT STATION UNDERSTANDING THAT TWO CONTRACT SLOTS
Z5X1A6A T 547646 EIA52Ø PAGE Ø2 IN 4Ø6782 TOR:Ø61042Z NOV 74 Z5X1A6A DURING HIS RECENT TDY, WE INTEND TO MODIFY AND ADD TO THE DUTIES ASSIGNED TO MR. WHO, AFTER THE PCS Z5X1A9 DEPARTURE OF MR. WILL HAVE TO ASSUME DIRECT Z5X1A9 RESPONSIBILITY FOR THE FOLLOWING ADDITIONAL TASKS, WHICH WILL BE REFLECTED IN A MODIFICATION OF MR. Z5X1A9 LETTER OF INSTRUCTION AS FOLLOWS: AUDIT ALL STATION FINANCIAL VOUCHERS, POST AND MAINTAIN "CLASS A" SET OF FINANCIAL VOUCHERS, PREPARE BUDGET, COMPUTE ALLOTMENTS 25X1A1E AND PREPARE FINANCIAL REPORTS, COMPUTE ALLOWANCES AND PREPARE REPRESENTATION REPORT. 3, II STATION UNDERSTANDING THAT TWO CONTRACT SLOTS
25X1A6A T 547646 E1A520 PAGE 02 IN 406782 TOR:0610427 NOV 74 25X1A6A DURING HIS RECENT TDY, WE INTEND TO MODIFY AND ADD TO THE DUTIES ASSIGNED TO MR. WHO, AFTER THE PCS 25X1A6 DEPARTURE OF MR. WILL HAVE TO ASSUME DIRECT 25X1A6 RESPONSIBILITY FOR THE FOLLOWING ADDITIONAL TASKS, WHICH WILL BE REFLECTED IN A MODIFICATION OF MR. 25X1A6 LETTER OF INSTRUCTION AS FOLLOWS: AUDIT ALL STATION FINANCIAL VOUCHERS, POST AND MAINTAIN "CLASS A" SET OF FINANCIAL RECORDS, PREPARE BUDGET, COMPUTE ALLOTMENTS 25X1A1E AND PREPARE FINANCIAL REPORTS, COMPUTE ALLOTMENTS 3, II STATION UNDERSTANDING THAT THO CONTRACT SLOTS
TOR: 0610427 NOV 74 25X1A6A DURING HIS RECENT TDY, WE INTEND TO MODIFY AND ADD TO THE DUTIES ASSIGNED TO MR. WHO, AFTER THE PCS DEPARTURE OF MR. WILL HAVE TO ASSUME DIRECT 25X1A9 RESPONSIBILITY FOR THE FOLLOWING ADDITIONAL TASKS, WHICH WILL BE REFLECTED IN A MODIFICATION OF MR. LETTER OF INSTRUCTION AS FOLLOWS: AUDIT ALL STATION FINANCIAL VOUCHERS, POST AND MAINTAIN "CLASS A" SET OF FINANCIAL RECORDS, PREPARE BUDGET, COMPUTE ALLOTMENTS 25X1A1E AND PREPARE FINANCIAL REPORTS, ALLOWANCES AND PREPARE REPRESENTATION REPORT. 3, II STATION UNDERSTANDING THAT TWO CONTRACT SLOTS
25X1A6A DURING HIS RECENT TDY, WE INTEND TO MODIFY AND ADD TO THE DUTIES ASSIGNED TO MR. WHO, AFTER THE PCS 25X1AS DEPARTURE OF MR. WILL HAVE TO ASSUME DIRECT 25X1AS RESPONSIBILITY FOR THE FOLLOWING ADDITIONAL TASKS, WHICH WILL BE REFLECTED IN A MODIFICATION OF MR. 25X1AS LETTER OF INSTRUCTION AS FOLLOWS: AUDIT ALL STATION FINANCIAL VOUCHERS, POST AND MAINTAIN "CLASS A" SET OF FINANCIAL RECORDS, PREPARE BUDGET, COMPUTE ALLOTMENTS 25X1A1E AND PREPARE FINANCIAL REPORTS, COMPUTE ALLOWANCES AND PREPARE REPRESENTATION REPORT. 3. II STATION UNDERSTANDING THAT TWO CONTRACT SLOTS
DURING HIS RECENT TDY, WE INTEND TO MODIFY AND ADD TO THE DUTIES ASSIGNED TO MR. WHO, AFTER THE PCS 25X1AS DEPARTURE OF MR. WILL HAVE TO ASSUME DIRECT 25X1AS RESPONSIBILITY FOR THE FOLLOWING ADDITIONAL TASKS, WHICH WILL BE REFLECTED IN A MODIFICATION OF MR. 25X1AS LETTER OF INSTRUCTION AS FOLLOWS: AUDIT ALL STATION FINANCIAL VOUCHERS, POST AND MAINTAIN "CLASS A" SET OF FINANCIAL RECORDS, PREPARE BUDGET, COMPUTE ALLOTMENTS 25X1A1E AND PREPARE FINANCIAL REPORTS, COMPUTE ALLOWANCES AND PREPARE REPRESENTATION REPORT. 3. II STATION UNDERSTANDING THAT TWO CONTRACT SLOTS
THE DUTIES ASSIGNED TO MR. WHO, AFTER THE PCS 25X1AS DEPARTURE OF MR. WILL HAVE TO ASSUME DIRECT 25X1AS RESPONSIBILITY FOR THE FOLLOWING ADDITIONAL TASKS, WHICH WILL BE REFLECTED IN A MODIFICATION OF MR. 25X1AS LETTER OF INSTRUCTION AS FOLLOWS: AUDIT ALL STATION FINANCIAL VOUCHERS, POST AND MAINTAIN "CLASS A" SET OF FINANCIAL RECORDS, PREPARE BUDGET, COMPUTE ALLOTMENTS 25X1A1E AND PREPARE FINANCIAL REPORTS, COMPUTE ALLOTMENTS 25X1AS COMPUTE ALLOWANCES AND PREPARE REPRESENTATION REPORT. 3. IT STATION UNDERSTANDING THAT TWO CONTRACT SLOTS
DEPARTURE OF MR WILL HAVE TO ASSUME DIRECT 25X1AS RESPONSIBILITY FOR THE FOLLOWING ADDITIONAL TASKS, WHICH WILL BE REFLECTED IN A MODIFICATION OF MR 25X1AS LETTER OF INSTRUCTION AS FOLLOWS: AUDIT ALL STATION FINANCIAL VOUCHERS, POST AND MAINTAIN "CLASS A" SET OF FINANCIAL RECORDS, PREPARE BUDGET, COMPUTE ALLOTMENTS 25X1A1E AND PREPARE FINANCIAL REPORTS, COMPUTE ALLOWANCES AND PREPARE REPRESENTATION REPORT. 3. II STATION UNDERSTANDING THAT TWO CONTRACT SLOTS
RESPONSIBILITY FOR THE FOLLOWING ADDITIONAL TASKS, WHICH WILL BE REFLECTED IN A MODIFICATION OF MR
WILL BE REFLECTED IN A MODIFICATION OF MR. LETTER OF INSTRUCTION AS FOLLOWS: AUDIT ALL STATION FINANCIAL VOUCHERS, POST AND MAINTAIN "CLASS A" SET OF FINANCIAL RECORDS, PREPARE BUDGET, COMPUTE ALLOTMENTS 25X1A1E AND PREPARE FINANCIAL REPORTS, COMPUTE ALLOWANCES AND PREPARE REPRESENTATION REPORT. 3. IT STATION UNDERSTANDING THAT TWO CONTRACT SLOTS
LETTER OF INSTRUCTION AS FOLLOWS: AUDIT ALL STATION FINANCIAL VOUCHERS, POST AND MAINTAIN "CLASS A" SET OF FINANCIAL RECORDS, PREPARE BUDGET, COMPUTE ALLOTMENTS 25X1A1E AND PREPARE FINANCIAL REPORTS, ALLOWANCES AND PREPARE REPRESENTATION REPORT. 3. II STATION UNDERSTANDING THAT TWO CONTRACT SLOTS
FINANCIAL VOUCHERS, POST AND MAINTAIN "CLASS A" SET OF FINANCIAL RECORDS, PREPARE BUDGET, COMPUTE ALLOTMENTS 25X1A1E AND PREPARE FINANCIAL REPORTS, COMPUTE ALLOWANCES AND PREPARE REPRESENTATION REPORT. 3. II STATION UNDERSTANDING THAT TWO CONTRACT SLOTS
FINANCIAL RECORDS, PREPARE BUDGET, COMPUTE ALLOTMENTS 25X1A1E AND PREPARE FINANCIAL REPORTS, COMPUTE ALLOWANCES AND PREPARE REPRESENTATION REPORT. 3. II STATION UNDERSTANDING THAT TWO CONTRACT SLOTS
25X1A1E AND PREPARE FINANCIAL REPORTS. COMPUTE ALLOWANCES AND PREPARE REPRESENTATION REPORT. 3. IT STATION UNDERSTANDING THAT TWO CONTRACT SLOTS
ALLOWANCES AND PREPARE REPRESENTATION REPORT. 3. II STATION UNDERSTANDING THAT TWO CONTRACT SLOTS
3. IT STATION UNDERSTANDING THAT TWO CONTRACT SLOTS
76 YELD VAD
25X1A9A (MRSAND SLOT VACATED BY MRSSTILL 25X1A9
AVAILABLE FOR STATION USE, PLEASE CONFIRM. IN ORDER TO
25X1A9A HELP MR. CARRY OUT ABOVE EXTRA DUTIES, IF HE SO
DESIRES, STATION HOPES TO OBTAIN THE SERVICES OF A PART-
TIME CONTRACT EMPLOYEE, FOR EXAMPLE, SUBJECT OF
DIRECTOR 612030, MRS, STATION WOULD ASSIGN SUCH 25X1AS
A CONTRACT EMPLOYEE TO MR ABOUT THREE MONTHS 25X1AS
BEFORE MR. DEPARTURE SO THAT PART OF THE 25X1AS
TRAINING BURDEN WOULD FALL ON MR.

Approved For Release 2003/04/17 FCIA-RDF80-01240A000300110022-4

1.	Approved	ease 2003/04/17 : CIA-RDP		0300110022-4	
BLE SEC DISSEM BY	PER	TOTAL COPIES	. RUN BY	PERSONUE	CTION BY OTHER THA
RSON-UNIT NOTIFIED	· ·	SECRET		DAINGS!	FFICE IS PROHIBITE
		and the second s	- Maria - Mari	STAFF	
ANCE COPY ISSUED	SLOTTED B	Υ ΑΤ Ζ	*		4
RF	. FILE . VR .			2	5
- N				3	6
10N # 0	·	")		· · ·	
T 547646	E1A520	PAGE 03-03		IN 4	06782
		ToD. G. J. G. Lo. T. No. V. T.			
25X1A1E	1 A	TOR: 0610422 NOV 74		L	
					25X1A6A
				-	
				3	
					1
				·	
5. REQL	JEST THAT	DISCUSS ABOVE	WITH		
DIRECTOR OF	F FINANCE AND W	ITH MR.	BEFORE LA'	TTER'S	25X1
Dancolon VI	ा काल्याचाला अस्तर्भक्षा स्वर्धाक्षा स्व		رعدس مستندر بسرت		
RETURN TO F	AND ADVISE	CONCURRENCE OF ALL	CONCERNS	ED.	25X1

E2 IMPDET.